



**NYPD**  
New York City Police Department



**NYC DCAS**  
Citywide Administrative Services

# 2025 NYC Summer Internship Program Application Form

## Agency Details and Contact Information

Agency	<u>NYPD</u>	Division	<u>Personnel Bureau</u>
Address	<u>1 Police Plaza, New York, NY 10038</u>		
Name	<u>Pre-Employment Services Unit</u>	Email	<u>CivilianRecruit@nypd.org</u>

### Agency Description

The mission of the New York City Police Department is to enhance the quality of life in New York City by working in partnership with the community to enforce the law, preserve peace, protect the people, reduce fear, and maintain order. The NYPD strives to foster a safe and fair city by incorporating Neighborhood Policing into all facets of Department operations, and solve the problems that create crime and disorder through an interdependent relationship between the people and its police, and by pioneering strategic innovation.

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The NYC Police Department is seeking Undergraduate and Graduate students for the 2025 Summer Internship Program. Summer Interns are employed within various NYPD Bureaus for up to 13 weeks. Bureaus include Personnel, Community Affairs, Detective, Support Services, Information Technology, Legal and many more.

### Unit Description

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## Internship Position Description

<b>Position Title</b>	<b>Summer College Intern/Summer Graduate Intern</b>
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<b>Internship Responsibilities</b>	<p>Intern duties may include the following:</p> <ul style="list-style-type: none"><li>-Preparation of spreadsheets and reports</li><li>-Research</li><li>-Statistical analysis</li><li>-Computer work requiring intermediate level computer skills and/or knowledge of specific applications and programs</li><li>-Accounting or bookkeeping duties</li><li>-Legal research and paralegal work</li><li>-Forensic science analysis and research</li><li>-Assistance with specific initiatives</li></ul>
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<b>Qualifications / Special Skills / Area of Study</b>	<p>As of June of the Program year, the prospective Intern must be a student matriculated in a college or be a recent college graduate.</p> <p>Interns will be matched to assignments based on their major.</p>
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<b>Application Process</b>	<p>Summer College Intern: Visit <a href="https://cityjobs.nyc.gov">https://cityjobs.nyc.gov</a> and search for Job ID #706248</p> <p>Summer Graduate Intern: Visit <a href="https://cityjobs.nyc.gov">https://cityjobs.nyc.gov</a> and search for Job ID #706259</p>
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**\*\*Proof of enrollment must be submitted with every application.**

<b>Salary</b>	<p>\$16.50-\$19.00/\$17.43-\$26.23 (Hourly)</p>
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The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.